

[Your Name/Company Name]  
[Your Address]  
[City, State, Zip Code]  
[Phone Number]  
[Date]

[Debtor Name]  
[Debtor Address]  
[City, State, Zip Code]

**Re: Confirmation of Payment Plan Agreement**

Case Name: [Case Name]  
Case Number: [Court Case Number]  
Total Judgment Amount: \$[Total Amount]

Dear [Debtor Name],

This letter serves to formally confirm the payment plan agreement reached regarding the outstanding judgment in the above-referenced matter. As of [Date], you have agreed to satisfy the remaining balance of \$[Balance Owed] under the following terms:

- **Installment Amount:** \$[Amount]
- **Payment Frequency:** [e.g., Weekly/Monthly]
- **Start Date:** [Date of First Payment]
- **Payment Method:** [e.g., Check, ACH, Online Portal]
- **Due Date:** [Day of the month/week payments are due]

Please make all payments payable to [Payee Name] and send them to [Payment Address].

This agreement is based on the condition that all payments are received on or before their respective due dates. Please be advised that if any payment is missed or late, the full remaining balance of the judgment may become immediately due, and we reserve the right to resume all available legal collection efforts, including but not limited to wage garnishment or asset seizure, as permitted by law.

By following this schedule, you will avoid further legal action regarding the enforcement of this judgment. We appreciate your cooperation in resolving this matter.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your Title/Capacity]